

Department of Mental Health and Addiction Services  
Southwest Connecticut Mental Health System  
JOB OPPORTUNITIES  
DURATIONAL Mental Health Assistant 1 (6 MONTHS TEMPORARY)

Open to: Public  
Location: Greater Bridgeport Community Mental Health Center, 1635 Central Avenue, Bridgeport, CT 06610  
Program/Unit: Hospital Services Division (SW111478) and Young Adult Services (SW28121)  
Shift/Schedule/Hours: Various shifts Salary: \$21.61 hourly  
Posting Date: June 18, 2015 Closing Date: June 24, 2015

**IF APPLYING FOR MULTIPLE POSITIONS, PLEASE DO NOT SEND IN MULTIPLE APPLICATIONS. PLEASE LIST THE JOB POSTING NUMBERS ON THE BOTTOM OF THE FIRST PAGE OF THE APPLICATION ONLY**

**Duties may include but not limited to:**

**Hospital Services Division:** participate in assigned nursing, clinical and/or rehabilitative intervention to meet clients; short and long term needs; advocate for services and/or resources that meet clients; needs and preferences; assist clients in developing effective strategies for managing internal and external stress; routinely solicit personal goals and preferences from clients; identify and facilitate use of appropriate support networks; participate in group activities as required; participate in education and training activities to further develop essential direct care and group activity skills; participate in admission and discharge planning activities; protect civil right of clients; maintain a safe and healthy environment; may manage clients; behaviors through verbal communication as needed; performs functions in this classification based on the needs of the Hospital Services Division; performs related duties as required.

**Young Adult Services:** Work with consumers to learn and practice daily living skills, mostly in the residential sites, the community and in their homes while maintaining a safe and healthy environment; participate in crisis intervention in the community at large; protect civil rights of consumers; possess the ability to work with a team of multidisciplinary staff to develop appropriate interventions for consumers; participate in assigned clinical and/or rehabilitative interventions to meet consumer short and long term needs; provide individual, group, and/or family supportive treatment under appropriate supervision; advocate for services or resources that meet consumer needs and preferences; assist consumer in developing effective strategies for managing internal and external stress; identify and facilitate use of appropriate support networks; routinely solicit personal goals and preferences of consumers; provide transportation and support for residential and community consumers to program appointments, groups, etc.; consult with team nurse and team MD regarding community medical consults that may be of a routine or emergency nature; participate in admission and discharge planning activities; perform related duties as required; identify own training needs and participate in education and training activities to further skill development.

**General Experience and Training:** One (1) year experience at the level of Mental Health Trainee.

**Substitution Allowed:** An Associate's degree in mental health technology may be substituted for the General Experience. Two (2) years of college training in a behavioral science, social work, rehabilitation therapy or its equivalent may be substituted for the General Experience. Completion of a mental health trainee certificate program may be substituted for six (6) months of the General Experience.

**Special Requirement:** Must possess, retain and carry valid Connecticut Driver's License. Travel in the community is required.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed.
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application. All applicants must submit three (3) letters of supervisory reference, a copy of any license or certification and their two most recent performance appraisals.

**PLEASE SEND APPLICATIONS TO:**  
Southwest Connecticut Mental Health System  
Human Resources, 1635 Central Avenue, Bridgeport, CT 06610  
Fax: (203) 551-7674  
Email: [SWCMHS.recruit@ct.gov](mailto:SWCMHS.recruit@ct.gov)

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.